



**Solicitation Information**

**1 April 03**

**RFP # B02212**

**TITLE: Cable Television Services – Rhode Island College**

**Submission Deadline: 30 April 03 @ 2:00 PM**

<b>PRE-BID/ PROPOSAL CONFERENCE: Yes    Date: 17 April 03    Time: 1:00 PM</b> <b>Mandatory : No</b> <b>Location: Weber Dormitory (first floor), Rhode Island College, 600 Mt. Pleasant Avenue, Providence, RI</b>
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Questions concerning this solicitation may also be e-mailed to the Division of Purchases at [questions@purchasing.state.ri.us](mailto:questions@purchasing.state.ri.us) no later than **April 14, 2003 at 12:00 Noon (EDT)** .Questions should be submitted in *a Microsoft Word attachment* . Please reference the RFP / LOI # on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

<b>SURETY REQUIRED: Yes</b>
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<b>BOND REQUIRED: Yes</b>
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**Jerome D. Moynihan, C.P.M., CPPO**  
**Administrator of Purchasing Systems**

**Vendors must register on-line at the State Purchasing Website at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us).**

**NOTE TO VENDORS:**

**Offers received without the entire completed three-page RIVP Generated Bidder Certification Form attached may result in disqualification.**

**THIS PAGE IS NOT A BIDDER CERTIFICATION FORM**

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## 1. INTRODUCTION

### 1.1. Purpose of RFP

Rhode Island College, a public higher education institution, contemplates the expansion of its residence hall television service.

### 1.2. General

Rhode Island College is located on a 170-acre campus in the Mount Pleasant section of Providence. Academic offerings are provided in four schools: the Faculty of Arts and Sciences, the School of Education and Human Development, the School of Social Work, and the School of Graduate Studies, as well as through the Center for Management and Technology and the Office of Continuing Education and Summer Sessions.

Established in 1854, Rhode Island College now serves approximately 7,200 Undergraduate students and 1,800 Graduate students in courses and programs both on and off campus.

The oldest of the three public institutions of higher education that operate under the aegis of the Board of Governors for Higher Education, the College is supported by the State of Rhode Island as its only comprehensive college, and is part of the system of public higher education which includes the Community College and the University. Rhode Island College is nonsectarian and coeducational.

Over 80 offices and departments are housed on the 170-acre campus, and a faculty of 375 full-time members contribute to the College's mission to make its academic programs available to any qualified resident of Rhode Island who can benefit from its educational services.

Five residence halls, located in the South West portion of the campus, house approximately 835 students.

### 1.3. Current Telecommunications Environment:



The College currently owns and maintains a cable television system, consisting of an off-air antenna array, signal processors, modulators, amplifiers, and distribution cables and taps. This system serves the residence halls as well as classroom locations throughout the campus.

The current CATV system carries off-air programming derived from an antenna array atop Weber Hall, with an additional campus information channel.

The infrastructure supporting this system has been installed over the last five years as part of a larger campus IT cabling initiative.

#### 1.4. Scope of work under this project:

This project will encompass several initiatives, including:

- Expansion of the programming available to the student residence halls.
- Reconfiguration of the head end equipment to support carriage of this programming.
- Balancing and tuning of the CATV distribution plant.
- Establish long term fixed pricing for programming.
- Initiation of long-term maintenance and support contract with successful vendor.

## 2. INSTRUCTIONS TO BIDDERS AND VENDOR QUALIFICATIONS

### 2.1. Project Completion

Construction work may begin as early as June 1, 2003. Completion of the entire project is to be no later than August 1, 2003.

Vendors are required to finish the work under this contract by the published completion date. If the vendor fails to meet the required completion date, the College will deduct from the vendor payments the amount of one thousand dollars (\$1000.00) per calendar day for every day past the completion date. Further, should the vendor complete the work before the project completion date, the College will pay the vendor as a bonus the amount of five hundred dollars (\$500.00) per calendar day for each day ahead of schedule, up to a maximum of five thousand dollars (\$2500.00).

### 2.2. Instructions and notifications:

This document constitutes a Request for Proposal (RFP) for the acquisition, delivery, placement into position, installation, testing, documentation, technical assistance, and training for a complete, working cable based television system.

#### 2.2.1. General Conditions

This contract will be awarded under the State's general conditions of purchasing which are available on the Internet at:

<http://www.purchasing.state.ri.us>

#### 2.2.2. Terms/Definitions

This is a Request for Proposals, not an Invitation for Bid. Responses will be evaluated on the basis of the relative merits of the proposal in addition to price. There will be no public opening and reading of responses received by the Office of Purchases pursuant to this Request, other than to name those bidders who have submitted proposals.

The terms vendor, bidder, contractor and offeror used herein all refer to the vendor submitting a response to this RFP. The terms bid and response are synonymous.

### 2.2.3. Proposal Costs

All costs associated with developing or submitting a response to this solicitation, or to provide oral or written clarification of its content, shall be borne by the offeror. The State assumes no responsibility for these costs.

### 2.2.4. Proposal Validity

Responses are considered to be irrevocable for a period of not less than 120 days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.

All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

### 2.2.5. Proposal Inquiries

Questions concerning this solicitation may be e-mailed to the Division of Purchases at [questions@purchasing.state.ri.us](mailto:questions@purchasing.state.ri.us) no later than **14 April 03 at 12:00 Noon (ET)**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFP / LOI # on all correspondence. Questions received, if any, will be discussed at the pre-proposal meeting and posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

### 2.2.6. Response Format

1. All responses to this RFP are to have as a first section the proper and official bid lead sheet, which must be downloaded from the Department of Purchases web site at: <http://www.purchasing.state.ri.us>
2. A summary section should follow, and include
  - a description of the methods that the vendor intends to use to address the requirements of this RFP.
  - a summary of costs, broken down by major components
  - and an exceptions listing (by paragraph number) of any specifications that have NOT been met.
3. Finally, Vendors shall submit the itemized response following the paragraph numbering plan in this RFP. It is preferable for the Response to contain the actual text of the RFP followed by the Vendor's response to that paragraph. For each paragraph, the vendor shall respond with detailed information, indicating the vendor's ability or lack of ability to comply, and with any associated costs related to the specification. (At minimum, vendor shall reply with an acknowledgment that the requirement has been read, understood, and the vendor will comply.)

Vendor may include further sections or appendices containing drawings, planning documents, or any other supplementary information the vendor would like to include in their response.

### 2.2.7. Pre-Proposal Conference

On **17 April 2003**, the College will hold a bidder's briefing at 1 PM in Weber Hall, Main Lobby, 1<sup>st</sup> floor. This will provide vendors with the opportunity to talk to the staff responsible for planning the new CATV system. Vendors will also be taken on a campus tour in order to familiarize themselves with the College's environment.

### 2.2.8. Response Due Date

Responses (an original plus nine (9) copies) should be mailed or hand-delivered in a sealed envelope marked "RFP # B02212 Cable Television Services – Rhode Island College", no later than **30 April 2003 @ 2:00 PM** to:

#### By Courier:

RI Dept. of Administration  
Division of Purchases, 2<sup>nd</sup> floor  
One Capitol Hill  
Providence, RI 02908-5855

#### By Mail:

R.I. Department of Administration  
Division of Purchases  
P.O. Box 6528  
Providence, RI 02940-6528

NOTE: Proposals received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or which are otherwise not presented in the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Proposals faxed to the Division of Purchases will not be considered. The official time clock is located in the reception area of the Division of Purchases.

### 2.2.9. Contingency

The vendor will carry a contingency cost in the amount of \$10,000 in the base bid. All bidders shall carry this amount. This contingency fund is to be used in the event that unforeseen circumstances arise and changes to the contract amount result. Any and all changes to the contract amount must be pre-approved by the College in writing. All use of contingency funds for changes must be clearly documented and pre-approved by the College. At time of project completion and acceptance, all unused contingency funds shall be credited to the college.

### 2.2.10. Misdirected Bids

Bids misdirected to other State locations or which are otherwise not present in the Office of Purchases at the time of opening for any cause will be determined to be late and will not be considered.

#### 2.2.11. Applicable Codes and Regulations

All work on this project must conform to all applicable Federal, State of Rhode Island and Providence Plantations, City of Providence and all local laws, ordinances and to the regulations of the local utility companies. The work must be in accordance with the requirements of the National Bureau of Fire Underwriters, the National Electrical Code, the Occupational Safety and Health Administration (OSHA), the Americans with Disabilities Act (ADA) and the Codes and the recommendation of Bell System Practice, EIA/TIA 568, 569 Commercial Building Wiring Standards and any subordinate clauses contained in the Building Industry Consulting Service International, Inc. (BICSI) Telecommunications Distribution Methods Manual and not addressed by the EIA/TIA 568 and 569 Standards Documents. In the event that a conflict or interpretive difference occurs between the EIA/TIA documents and the BICSI Telecommunications Distribution Methods Manual, the EIA/TIA 568 and 569 documents shall prevail. The bidder must possess a valid Rhode Island Telecommunications Systems Contractor license and all employees working on this job must possess the appropriate Rhode Island Telecommunications license for the level of work they are performing. The bidder must be certified to install the selected products and components used on this project.

The above requirement includes, but is not limited to, the current edition of the National Electrical Code, the National Board of Fire Underwriters Standards, Life Safety Code, Standards, rules and regulations of local regulatory agencies, DPUC, PUC and the State of Rhode Island.

#### 2.2.12. Foreign Corporations

In accordance with Title 7, Chapter 1.1, of the General Laws of Rhode Island, no foreign corporation shall have the right to transact business in this state until it shall have procured a *Certificate of Authority* to do so from the Secretary of State. The apparent low offeror, if an out of state corporation with no business address within the state must either: 1) provide a copy of their *Certificate of Authority*, or, 2) Show proof that an application is in process prior to the bid award. Awards to foreign corporations on a "one time basis" DO NOT require a Certificate of Authority.

#### 2.2.13. Prevailing Wage

Where appropriate, owner's representative(s) will verify vendor trade license and audit certified payrolls for prevailing wage conformance.

#### 2.2.14. License and Certification

The vendor must possess a valid Rhode Island Telecommunications Systems Contractor license and all employees working on this job must possess the appropriate Rhode Island Telecommunications license for the level of work they are performing.

The vendor must be certified by the manufacturer to install the products and components used on this project.

#### 2.2.15. Professional Manner

Work under this contract may be performed while classes are in session. It is critical that the work not disrupt normal operations at the College. Vendor personnel are to conduct themselves in a professional

manner, so as not to compromise the safety or self respect of any student or staff member. The College reserves the right of approval of any on-site employees, and the right to dismiss from this, and any project, any individual without a statement of cause. The vendor will comply without compromising schedules and/or any other contract term.

#### 2.2.16. Exemptions to Specifications

A vendor may request an exemption to one or more of the terms and conditions set forth in this RFP prior to the date of bid opening. If an exemption is granted to one vendor, it will be offered to all vendors as a written modification to this RFP. It is important that the request for an exemption be communicated to no later than 10 calendar days prior to the RFP response due date as stated herein. Requests should be in writing to:

Jerome Moynihan  
Department of Administration  
Division of Purchases  
One Capitol Hill  
Providence, RI 02908-5855

#### 2.2.17. Exceptions to Specification

All RFP responses are expected to be in close compliance with these bid specifications. However, the College understands that not all vendors will have configurations that can comply 100% with these specifications. In the event that a specification cannot be met as called out in this RFP, then the vendor's technical response shall have, as a separate sheet, a listing of the specifications of the RFP that have not been met.

#### 2.2.18. Multiple Responses

Vendors may submit more than one bid RFP response. The College reserves the right to select the RFP response that seems best suited to its needs and to set aside additional responses from the same vendor. Each RFP response must be complete and stand on its own. Its language must be clear, free of acronyms (unless defined therein) and suitable for comprehension by a magistrate not schooled in telecommunications sciences. The vendor's RFP response will be attached to and become part of the final contract between parties.

#### 2.2.19. Inspection Tours

College plant inspection tours will be conducted at the pre-bid meeting. In the event that further on-site visits need to be made, those may be requested through the office of Residential Life, (401) 456-8000. Inspection tours may be orchestrated to combine multiple requests.

#### 2.2.20. Taxes

Vendor's bid proposals shall exclude all taxes. Rhode Island College is exempt from taxes.



#### 2.2.21. Insurance

The successful vendor shall maintain such **liability insurance** as to protect both itself and the College from any claims or damages to property and personal injury, including death, which may arise from operations under this contract, whether such operations are by themselves, sub-contractors, or anyone directly employed by, or under the direction of, either of them. Certificates of Insurance shall be filed and reviewed by the Office of Purchases before commencing work on this project.

#### 2.2.22. Due Care

In delivering, installing and removing equipment, due care shall be exercised to avoid damage to, or disfigurement of, buildings, equipment, driveways or other property of Rhode Island College. Any blemish, made by the vendor, to physical plant or property of the College or its community of staff and students is to be restored by the vendor. The successful vendor shall be required to complete restorations at its expense for any damage caused by it or by any of the subcontractors.

#### 2.2.23. Vendor Activities

Vendor's activities are not to be disruptive of classroom activity—including excessive construction noises— and must not compromise the safety, security or self-respect of any student or staff employee of Rhode Island College in any way. The College reserves the right to insist that any individual under the direction of the vendor may, without a statement of cause, be taken off this project. The vendor will comply without compromising schedules or other contract terms.

#### 2.2.24. Site familiarity

Each vendor is responsible for being knowledgeable of all conditions of these specifications. Each vendor, by making a bid, represents that the bid documents have been read and understood and the site has been visited and the vendor is familiar with the local conditions under which the work is to be performed. This includes the first-hand inspection and understanding of each individual building's cable distribution peculiarities. No approval for additional funds will be given for work resulting from the vendor or its subcontractors being unfamiliar with the conditions under which the work is to be performed.

#### 2.2.25. Bonds

In submitting bid documents, Rhode Island College requires that a **bid surety bond** in the amount of fifty thousand dollars (\$50,000) be enclosed with the **sealed** cost bid package. Rhode Island College requires that bid prices be binding for **one hundred twenty (120) days** after the bid opening date.

Further, the successful vendor will be required to furnish both a Performance Bond and a Labor and Payment Bond at 100% of the contract price. In the case where payments will be requested over time (I.e. monthly), the bond amount shall be the total expected payments for the first year of the contract including any up front equipment and installation charges.

#### 2.2.26. Right to Reject

The Customer reserves the **right to reject** the proposal of any vendor which fails to comply with all of the specifications and requirements contained herein. The Customer also reserves the **right to reject** any or all proposals and cancel or re-advertise a new round of bidding in its own best interest. Proposals offering terms other than those contained in this RFP may be rejected.

The Customer reserves the right to make partial awards, and/or multiple awards under this solicitation, in its own best interest.

The Customer also reserves the right to reject any or all subcontractors proposed by vendor, and the right to reject or approve any changes to subcontractors after the response date.

#### 2.2.27. Evaluation Criteria

The selection will be based on a three point evaluation. These are: compliance to specifications, vendor resourcefulness in the Providence area, and cost. Credit in these three categories is earned based upon what the vendor documents in his RFP response and how resourceful<sup>1</sup> the vendor is in the local area.

#### 2.2.28. Clarity of Language

The College expects to incorporate vendor RFP responses into contractual paragraphs in the purchase and sales agreement. For example, it is important in the RFP response to guarantee service response time in hours rather than to simply assert your company will give 'prompt' responses to service requests. The former provides the basis for an understandable contract where the latter would be too vague. Such vagueness could cause a strong vendor to appear weak in the evaluation and result in a bidding loss.

#### 2.2.29. Cutover Date

Vendors will note that the **cutover date** of the remote equipment and other systems and software specified herein will be no later than August 1, 2003. Vendors will take this date into consideration when completing their bids.

#### 2.2.30. Clarifications to RFP

Prospective bidders may make e-mailed written inquiries concerning this RFP to obtain clarification of requirements. Bidders may also attend the pre-bid conference.

The window of opportunity for asking questions / clarifications regarding this solicitation is addressed on the cover page of this solicitation.

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<sup>1</sup> Resourcefulness is explained in the following section "Vendor Qualifications".

#### 2.2.31. Modifications to RFP

The State reserves the right to revise, modify, supplement, or withdraw this RFP at any time. In the event that it becomes necessary or desirable to revise, modify, supplement, or withdraw any part or all of this RFP, an addendum to this RFP or other notification will be issued.

Vendor will follow the format set forth by this RFP. Additional information such as marketing and sales brochures are welcome, but are in no way a substitute for the information format requested in the RFP. Non-conformance to the format requested may result in rejection of vendor's proposal. Vendors are advised to respond to all system requirements detailed in each section of this RFP.

#### 2.2.32. Submission Materials

All materials submitted regarding this RFP will become the property of the State. Responses may be reviewed by any person or persons at the discretion of Rhode Island College. Rhode Island College reserves the right to use any RFP ideas or options presented in reply to this request. Disqualification of a vendor or non-acceptance of the RFP does not eliminate this right.

#### 2.2.33. Schedules

To assure adequate planning and execution of the Work so that the Work is completed within the number of calendar days allowed in the Contract, Vendor will prepare and maintain schedules and reports. Graphically show the order and interdependence of all activities necessary to complete the Work, and the sequence in which each activity is to be accomplished. Submit this schedule / work plan as part of vendor response.

#### 2.2.34. Documentation

Complete documentation of installation will be provided on reproducible drawings.

### 2.3. Vendor Qualifications

#### 2.3.1. Covenant Letter

Rhode Island College places considerable emphasis on the solidarity and resourcefulness of the vendor. Of special concern is the continuity of the maintenance of the system in the event that the selling vendor leaves the marketplace.

Any vendor supplying equipment under this contract, that is not a corporate member of the equipment manufacturer (this implies ownership) shall attach a letter to the RFP response, addressed to Rhode Island College and signed by a corporate officer of the manufacturer. This letter shall commit the manufacturer corporation to at least the following: In the event of the selling vendor default on service, installation or repair, the manufacturer will, without litigation, dispatch parts, material and labor to provide continuing service to the College during the period of default. Guarantees and/or distributor fee schedules will be honored by the manufacturer as they would apply to the distributor. This **covenant letter** will become a part of the contract at the time the sales agreement is signed and will serve to enroll the manufacturer as a defacto participant in the agreement between parties.

- 2.3.2. Other documentation requests pertaining to the vendor's qualification follow. Replies to the following questions, plus any other references or materials attesting to the firm's qualifications, will permit the evaluation of vendor's resources especially in the Providence area.
- 2.3.2.1. How many technicians are there in this firm's employment in the Providence area that would serve RIC?
  - 2.3.2.2. How many are certified on the equipment being installed?
  - 2.3.2.3. Identify the locations where the technicians are based who would be expected to provide services to Rhode Island College.
  - 2.3.2.4. Describe the geographical boundaries of the coverage area of the maintenance depot that would be responding to service calls from Rhode Island College.
  - 2.3.2.5. Within this geographical boundary, this maintenance depot services \_\_\_\_ (N) \_\_\_\_ customers having an installed capacity of 500 CATV or more. N=the number of these customers. How many of these customers are in a college or university environment?
  - 2.3.2.6. How many similar systems have been installed by this vendor in the New England area? Please provide dates, locations and sizes of installations.
  - 2.3.2.7. How does the College summon emergency repair service on weekends, holidays or during non-standard working hours? Give telephone numbers, alternate telephone numbers and identify parties who will respond.
  - 2.3.2.8. Pertaining to this project at Rhode Island College, would the vendor complete the job using employees of the vendor or would the installation be completed by a subcontractor? Please include the names of companies and locations within the New England area where the work of the vendor and/or the subcontractor(s) can be inspected and references checked.
  - 2.3.2.9. List customer references. Include customer name, contact person and phone number and dates of exchange cutover.
  - 2.3.2.10. Submit the most current audited financial report for the vendor (or the vendor's parent company). Any other documentation that the vendor wishes to have considered may be attached to the RFP response.

- 2.3.3. Staff from Rhode Island College may conduct inspection tours of the vendor's maintenance and installation facility. Inspections of repair facilities, stores, training, remote trouble diagnostic stations, dispatching and customer record keeping may be made. Tools, test equipment, parts and procedures pertaining to the vendor will be observed in detail and employees interviewed. Vendor escort is expected. In the event that any tasks are to be subcontracted, the subcontractor will be subject to similar inspection.

## 2.4. Acceptance Testing:

The College will only accept the system and authorize final payment upon successful performance through the Acceptance period. Acceptance will occur after the residence hall CATV system has completed 21 days of service after cutover (cutover is defined as when the new channel line up is in place and working within operating parameters at all station outlets) with no class 1 failures. Detailed definition of acceptance, cutover, class 1 and 2 failures, etc. is included in section [6].

## 3. SYSTEM REQUIREMENTS

The requirements described herein apply to all solutions and vendors. In other words, after completion of the work proposed in vendor's response, the CATV system must meet the requirements stated herein.

In the event that a particular specification does not apply to the particular offering of a vendor, vendor should respond with "Not applicable". Vendors are encouraged to respond to as many of the requirements as possible, as the College reserves the right of final determination as to what is applicable.

### 3.1. Channel Lineup Requirements

#### 3.1.1. Current lineup

The current system carries off-air programming from seven networks:

- 2 WB - WLWC (28)
- 4 PBS - WSBE (36)
- 6 ABC - WLNE (6)
- 7 Univision
- 8 UPN - WSBK (38)
- 9 PAX
- 10 NBC - WJAR (10)
- 12 CBS - WPRI (12)
- 13 FOX - WNAC (64)

and also inserts one information channel:

- 3 Info Channel

- 3.1.2. Channel requirements for the new system include those listed above, plus several more. The table below lists the stations. Some stations are mandatory requirements, others preferred, and finally some are optional. Note that today there is only one information channel (local programming from RIC), but the new system will have three channels. See below for equipment requirements to support these stations.

### Channel Line up

Channel	Mandatory (M) / Preferred (P) / Optional (O)	Current Channel Assignment
WB - WLWC (28)	M	2
Info Channel (Local Origination)	M	3
PBS - WSBE (36)	M	4
ABC - WLNE (6)	M	6
Univision	M	7
UPN - WSBK (38)	M	8
PAX	M	9
NBC - WJAR (10)	M	10
CBS - WPRI (12)	M	12
FOX - WNAC (64)	M	13
Info Channel (Local Origination)	M	tbd (to be determined)
Info Channel (Local Origination)	M	tbd
A&E	M	tbd
Animal Planet	M	tbd
BET	M	tbd
Cartoon Network	M	tbd
CNN	M	tbd
Comedy Central	M	tbd
Discovery Channel	M	tbd
ESPN	M	tbd
ESPN2	M	tbd
History Channel	M	tbd
MTV	M	tbd
Nickelodeon	M	tbd
TNT	M	tbd
USA Network	M	tbd
VH-1	M	tbd
Weather Channel	M	tbd

American Movie Classics	P	tbd
Bravo	P	tbd
CNBC	P	tbd
<i>C-SPAN</i>	<i>P</i>	<i>tbd</i>
<i>C-SPAN2</i>	<i>P</i>	<i>tbd</i>
ESPN Classic	P	tbd
FOX Sports Net NE	P	tbd
FX	P	tbd
<i>Headline News</i>	<i>P</i>	<i>tbd</i>
MSNBC	P	tbd
NESN	P	tbd
PAX	P	tbd
Portuguese Channel	P	tbd
Sci-Fi Channel	P	tbd
TBS	P	tbd
<i>The Learning Channel</i>	<i>P</i>	<i>tbd</i>
TNN	P	tbd
TV Guide Channel	P	tbd
TV Land	P	tbd
CMT	O	tbd
CourtTV	O	tbd
Discovery Health	O	tbd
Disney Channel	O	tbd
E! Entertainment	O	tbd
Food Network	O	tbd
FOX Family Channel	O	tbd
HGTV	O	tbd
HSN	O	tbd
Lifetime Television	O	tbd
Nostalgia	O	tbd
Outdoor Life	O	tbd
QVC	O	tbd
Speedvision	O	tbd
Sundance	O	tbd
Travel Channel	O	tbd

### 3.2. Programming Sources

The College expects that multiple vendors will respond to this RFP, and that these vendors may have very different design approaches and methods for delivering content. For example, the local cable company, COX, may respond with delivery of programming via their citywide system, while another vendor may propose installation of satellite signal receivers and head end equipment to process and modulate the signals. Vendors should respond with detailed information on how they intend to provide the programming signals.

#### 3.2.1. Current Equipment

Currently the off air signals are derived from an antenna array located on the roof of Weber Hall. This array consists of several VHF and UHF antennae, some that are custom fabricated for the channels they are receiving. The signals are then carried to the head end in the basement of Weber Hall via coaxial cable. There are some quality issues with some signals, and the antennae may be in need of repair.

At the head end, these signals are received and processed by Blonder Tongue equipment, and re-modulated onto their assigned channels.

The outbound channels are then combined and amplified before leaving the head end via the coaxial cable system.

Note that the same outbound signal that goes to the residence halls also goes to academic buildings on campus, connecting through to classroom spaces. Any modifications made to the residence hall system must be completed without disruption of the off-air signal feed to the academic buildings.

#### 3.2.2. Off-air and 'premium' channel reception

Contractor is to provide and install the necessary components to receive and retransmit the off-air and premium television signals as listed above. This equipment includes but is not limited to the following:

- Tower equipment,
- Antennae sufficient to receive the following signals:  
ABC, NBC, CBS, FOX, WB, UPN, PBS, PAX and Univision (VHF and UHF Channels:  
6, 10, 12, 64, 28, 38, 36, respectively)  
(Note: a single antenna may be used to receive more than one channel where signal strength and signal bearing allows.)
- Satellite dishes, or other receiving equipment for receiving 'premium' channels as listed above.
- Receivers, demodulators, processors, modulators, combiner equipment. Off-air signals may be re-modulated onto other VHF channels to avoid ghosting. The College will approve channel selection.



- Connections between the antenna array and the head end.

Placement of receiving equipment may be anticipated on the Weber roof. Contractor must verify signal strengths prior to installation. The College must approve all tower information and submittals. Roof access and coordination shall be coordinated through the project manager and the Department of Physical Plant.

Vendor may, at their option, reuse the existing off-air antenna equipment on the roof. The coaxial cables between the head end and the roof are also available for reuse. However, the vendor is responsible for any repairs, replacement, or improvements required to bring the signal quality to acceptable levels.

The off-air signals and all info channels will also need to remain connected to that portion of the cable system feeding the other portions of the campus (classrooms).

In the case of Cox communications, signal may be derived from their cable feed.

Be sure to detail in your response the size and quantity of any antenna and/or receiving dish equipment.

### 3.3. Cable distribution infrastructure

- 3.3.1. There is newly installed coax between the head end and each of the residence halls, in most cases this is 1/2 or .625 hard line. This cable is available for reuse upon request.
- 3.3.2. There is also single and multi mode fiber cable between the Weber head end and all residence halls. Vendor may, at their option, propose fiber equipment for transmission of the CATV signals.
- 3.3.3. In each residence hall, the hard line cable transitions to coaxial riser cable in the basement. These riser cables feed Intermediate Distribution Frames (IDFs) in the building. A typical IDF, with CATV terminations on the right hand wall, is shown:



- 3.3.4. Each room (see appendix A) is wired with RG-6 cable, home run to the nearest IDF. At the IDF, the RG-6 is terminated on 8 port taps. A typical in room jack is shown:



- 3.3.5. The current distribution system is relatively new (<5 yrs), and has been reliable and stable since its installation.
- 3.3.6. The local cable provider (Cox) may wish to provide signal to the head end via an underground feed. In this case, conduit access may be available in the College's existing underground conduit system. A site survey will be required to identify the nearest entrance to the campus, and a route verified through the conduit system. Alternatively, single and multi mode fiber is also available for use in most buildings. Cox. The vendor will be responsible for all costs associated with this feeder cable and/or conduit installation.

#### 3.4. General Installation specifications and notes:

- 3.4.1. As stated earlier, the existing distribution facilities in the Residence Halls is operating well and has been reliable and stable since its installation in the summer of 1999.
- 3.4.2. That said, signal quality on the new Residence Hall system shall, at cutover, be the responsibility of the vendor. The vendor is encouraged to inspect and measure the current system, and is responsible for satisfying himself with the conditions under which the system will perform.
- 3.4.3. Signal levels at the room jack shall be 6 dB +/- 3 dB. Signal to Noise ratios shall be 40 or better. Tilt shall not exceed 8dB.
- 3.4.4. All components installed under this project shall have a signal band of 50MHz to 750 MHz. All cable shall have a signal band minimum of 50-1000MHz.
- 3.4.5. Vendor shall provide a head-end diagram, and a cable map, for their proposed installation.

- 3.4.6. As part of the installation, Contractor will perform sweep testing on entire system and ensure that the system meets all applicable performance standards and FCC requirements. Photocopies of sweep results and all other documentation shall be provided with as-builts, to be used for future maintenance efforts.
- 3.4.7. Vendor should include in their proposal any power requirements for operation of their equipment. RIC will install electrical outlets as requested.
- 3.4.8. Unless otherwise agreed upon in writing, all cabling installed on campus becomes the property of RIC.
- 3.4.9. All installation work requires prior coordination with and approval from the RIC project manager.
- 3.4.10. Conduit paths between the Weber roof and the head end have little if any spare capacity, so any new cables will require installation of a new pathway. Any pathways created under this project should be sized to allow for 100% future growth. Coordinate with the RIC project manager.
- 3.4.11. Rooftop access will be allowed. Only non-penetrating mounts should be proposed.
- 3.4.12. Printed Channel Charts (Quantity 1000) shall be provided (annually) to the College for distribution to the Residence Halls. These custom charts must be approved in writing by the customer prior to printing. The College may wish to add logos, contact information, or other information to the chart.

### 3.5. Optional service to other buildings

- 3.5.1. The current CATV system feeds the main campus academic buildings. Most academic buildings are connected to the existing hard line distribution system. Some classrooms have active CATV outlets. Many more have cable but are not connected through at the building entrance. The exact count is unknown, but vendor may assume that in the next 12-36 months, up to 200 classrooms in 28 buildings could be connected. These areas are not equipped with televisions, and use of the CATV system in these areas would be occasional and supported by cart mounted TVs or projectors.
- 3.5.2. The College is interested in identifying the additional cost, if any, to activate these outlets with the new programming. Please supply this cost information below in section 4.

### 3.6. Occupancy Schedule

- 3.6.1. Residence Halls may be considered fully occupied from September to May.
- 3.6.2. In the summer months, some on-campus programs make use of housing, and so can be considered occupied. Although summer programs change slightly from year to year, vendor may assume the following:

Building Occupied	June	July	August
Weber Hall	2 weeks	3 weeks	2 weeks
Willard Hall	2 weeks	2 weeks	2 weeks

- 3.6.3. Vendor should use the above information, along with the location and drop information in Appendix A, to calculate the costs associated with providing service to the residence halls. Include in your response your methodology for calculating programming charges, as this information will be used to update cost information in later years if occupancy/use changes.

## 4. COSTING INFORMATION

### 4.1. Equipment and installation

- 4.1.1. Provide a detailed equipment list and costs for all equipment required for system performance under this contract.
- 4.1.2. Itemize these costs by equipment, installation labor, testing, etc. The total of these items is further referred to as the “equipment”.
- 4.1.3. The College requests the option to either purchase the equipment up front, or pay over time.
- 4.1.3.1. Therefore, please provide the total amount (up front cost)
- 4.1.3.2. Please also provide the option for the College to pay over time for
- 4.1.3.2.1. a) a one-year term, and
- 4.1.3.2.2. b) a three-year term.
- 4.1.3.2.3. These costs can be shown as a total monthly payment, or an incremental per drop cost. If the latter, include the methodology you have used to determine the number of drops/month from the outlet information in the appendix documents.

### 4.2. Origination Equipment

- 4.2.1. The current CATV distribution is a sub-split system, capable of two-way transmission. The College wishes to install under this contract the equipment needed to allow for programming origination from any active tap on the system (except from the Residence Halls) via the return channels on the system, for retransmission out over on one of the local origination channels.
- 4.2.2. Please provide the additional cost for
- 4.2.2.1. Two agile (variable) T-channel Modulators capable of accepting base band video and audio signals from a camera and/or sound board, and transmitting the signals back to the head end via one of the T-channels.

- 4.2.2.2. At the head end, processors and/or receivers and modulators to accept the T-channel signal from the modulators and retransmit (either modulated or base band to a separate **agile** modulators).

### 4.3. Monthly programming charges

Itemize the recurring costs associated with the channel programming. Show these costs organized by:

- 4.3.1. Mandatory channels to carry
- 4.3.2. Preferred and
- 4.3.3. Optional channels
- 4.3.4. Also include any available package deals, or “bundles” that may be available. Detail the programming options, inclusions and omissions.
- 4.3.5. Provide the additional cost, per drop and total, for additional drops for academic use in classroom buildings.
- 4.3.6. Where available, vendor should also include a listing by channel with the associated costs for each. This would serve as an a-la-carte menu from which the College could design a custom line up or add additional channels at a later date.

## 5. ONGOING SUPPORT & SERVICE REQUIREMENTS

### 5.1. Initial Guarantee

The following definitions shall prevail throughout this document and the eventual sales agreement with the vendor:

Cutover Date: This is the date when the new or upgraded, fully functional system begins to deliver the new programming to the residence halls.

Acceptance Date: The date of the letter written by the customer's telecommunications representative or designate consultant engineer certifying that the installation substantially meets the specifications of this RFP and the terms of the Sales Contract between the parties.

This letter is herein referred to as the Certificate of Conformance. The Certificate of Conformance will be issued after three continuous weeks of operation (21 calendar days) with no Class 1 trouble reports. The issuance of the Certificate of Conformance triggers final payment to the vendor and the beginning of the Warranty Period.

Warranty Period: The vendor shall respond to service calls and maintain the entire installation in full working order for a period of twelve (12) months from the date of Acceptance. The customer expects that the new equipment installed will be under warranty. However, the existing (reused) equipment may have maintenance costs associated with it during the 12-month warranty period. Vendor shall imbed these maintenance costs in their proposal costs, and shall take responsibility for maintenance of all systems and peripherals for the duration of the 12month warranty period.

The vendor shall not assign the maintenance responsibility to any third party without the written authorization from the customer. All installed components that carry a guarantee from the OEM (manufacturer) that is longer than 12 months shall be guaranteed for the duration of the manufacturer's guarantee.

In addition, vendor shall certify that any hardware proposed will be supported by the vendor for a period of at least ten (10) years after the Acceptance date, and the customer will not be required to upgrade hardware to be eligible for that support.

## 5.2. Service Calls and Response

Note: The terms *trouble report* and *service call* are synonymous. Distinct from these are calls for moves, additions, removals or changes. *Response* to a trouble call means that a craftsman is at the proper site with tools and replacement parts and prepared to begin servicing the equipment. A craftsman is one trained and certified by the equipment manufacturer to perform service on the specific system to which he has been dispatched. The vendor shall respond to service calls accordingly:

Class 1. Service Calls: 4 hours maximum, 8:00 AM - 5:00 PM, M-F

Class 2. Service Calls: Before 3 p.m. of the next working day.

A Class 1 service call is a report by a designated staff member that there is a system wide disruption of signal (static or distortion or loss that affects all stations), or an outage (no signal) of more than 8 station drops.

A Class 2 trouble report is a report by the customer that there is a trouble other than that included in the Class 1 listing above.

The customer will designate one Residential Life control staff member and one telecom technician for placing trouble reports. Only these persons will be authorized to initiate and log Class 1 and Class 2 trouble reports.

## 5.3. After Guarantee Services

After the expiration of the guarantee period, the vendor shall offer the College the opportunity to continue the same level of service with the same response times as existed under the initial guarantee. In the RFP response, please respond to the questions that follow:

Q1. What is the cost of a full service maintenance contract being issued March 2002? This would provide the cost of a maintenance contract for the College if the RFP configuration were now up for maintenance contract renewal.

Q2. Will the vendor cap the maintenance cost as quoted above for a period of 5 years, with an annual renewal option for the College?

Q3. If the answer to Q2 above is anything other than yes, will the vendor cap the cost quoted in the response to Q1 so as not to exceed the US Department of Labor Consumer Price Index rate as published for Boston, MA? A "yes" response implies that this cap shall remain in force as long as Rhode Island College continues,

without interruption, to renew an annual maintenance contract<sup>2</sup> with the vendor. A "no" response will result in vendor disadvantage in the cash flow study to be done as part of the vendor selection. "No" responding vendors will suffer a 2% higher price escalation factor for future maintenance contracts in the cash flow study.

Q4. What is the cost to perform a system sweep and documentation for FCC certification? Can this be included in the annual maintenance contract, and if so, at what additional cost?

Q5. Are there other service options available? Please describe.

Q6. If the maintenance contract were to lapse, what are your labor rates for a "T+M" maintenance call?

## **6. APPENDIX DOCUMENTS**

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<sup>2</sup> The scope of the maintenance contract may vary, but renewal or extension would occur without interruption.

RIC CATV drop Totals

Summary Sheet			
	Population (Max)	Total # of outlets	Total "Front Doors"
Browne	157	185	21
Sweet	211	111	108
Thorp	145	169	21
Weber	181	204	21
Willard	141	104	16
<b>Total Residence Drops</b>	<b>835</b>	<b>773</b>	<b>187</b>
Academic / Classroom Locations*	-	200	28
<p>*Most academic buildings are connected to the existing hard line distribution system. Some classrooms have active CATV outlets. Many more have cable but are not connected through at the building entrance. The exact count is unknown, but vendor may assume that in the next 12-36 months, most classrooms will be connected. These areas are not equipped with televisions, and use of the CATV system in these areas would be occasional and supported by cart mounted TVs or projectors.</p>			



Room	Type 3 CATV Outlets	
Health Services		
1		
2		
3		
4		
Waiting Area	1	
Housekeeping Office		
Nurse's Office	1	
Doctor's Office	1	
Police & Security	4	
Vending Basement		
Suite Basement-A		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -BA	1	
Suite 1-A		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -1A	1	
Suite 2-A		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	

Room	Type 3 CATV Outlets	
11	1	
12	1	
Common Area -2A	1	
Suite 3-A		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -3A	1	
Suite 4-A		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -4A	1	
Suite 5-A		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -5A	1	
Suite 6-A		
1	1	
2	1	
3	1	
4	1	

Room	Type 3 CATV Outlets	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -6A	1	
Total Drops in A Suites		
Suite 1-B		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -1B	1	
Suite 2-B		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -2B	1	
Suite 3-B		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	

Room	Type 3 CATV Outlets	
Common Area -3B	1	
Suite 4-B		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -4B	1	
Suite 5-B		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -5B	1	
Suite 6-B		
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
Common Area -6B	1	
Total Drops in B Suites		
Terrace Lower Lounge	2	
Guest Rooms	2	
Terrace Upper Lounge	2	
Lobby of Terrace Bldg.	1	
Director's Apartment	2	

Room	Type 3 CATV Outlets	
Total Building Drops	185	
Students	156	
RA's	1	
Total CATV outlets	185	
"Front Doors"	21	

## Sweet

Room	Type 3 CATV Outlets
1	1
2	1
3	1
4	1
5	1
6	1
7	1
8	1
9	1
10	1
11	1
12	1
13	1
Laundry - B	
101	1
102	1
103	1
104	1
105	0
106	1
107	1
108	1
109	1
110	1
111	1
112	1
113	1
114	1
115	1
116	1
117	1
Laundry-1	
Conf Room	1
Director's Apt	2
Res Office	
Lounge	2
Lobby Desk	1
201	1
200	1
202	1
203	1
204	1
205	1
206	1
207	1
208	1
209	1
210	1
211	1
212	1
213	1
214	1
215	1
216	1
217	1
218	1

## Sweet

Room	Type 3 CATV Outlets
219	1
220	1
221	1
222	1
223	1
224	1
Laundry -2	
301	1
300	1
302	1
303	1
304	1
305	1
306	1
307	1
308	1
309	1
310	1
311	1
312	1
313	1
314	1
315	1
316	1
317	1
318	1
319	1
320	1
321	1
322	1
323	1
324	1
Laundry -3	
401	1
400	1
402	1
403	1
404	1
405	1
406	1
407	1
408	1
409	1
410	1
411	1
412	1
413	1
414	1
415	1
416	1
417	1
418	1
419	1
420	1
421	1
422	1

Room	Type 3 CATV Outlets
423	1
424	1
Laundry -4	
total	110
Total Drops:	
225	
Students	210
RA's	1
Total CATV outlets	111
"Front Doors"	108



Thorp

Room	Type 3 CATV Outlets
1	1
2	1
3	1
4	1
5	1
6	1
7	1
8	1
Common Rm A	1
9	1
10	1
11	1
12	1
13	1
14	1
15	1
16	1
Common Rm B	1
17	1
18	1
19	1
20	1
21	1
22	1
23	1
24	1
Common Rm C	1
25	1
26	1
27	1
28	1
29	1
30	1
31	1
32	1
Common Rm D	1
33	1
34	1
35	1
36	1
37	1
38	1
39	1
40	1
Common Rm E	1
41	1
42	1
43	1
44	1
45	1
46	1
47	1

Thorp

Room	Type 3 CATV Outlets
48	1
Common Rm F	1
49	1
50	1
51	1
52	1
53	1
54	1
55	1
56	1
Common Rm G	1
57	1
58	1
59	1
60	1
61	1
62	1
63	1
64	1
Common Rm H	1
65	1
66	1
67	1
68	1
69	1
70	1
71	1
72	1
Common Rm I	1
73	1
74	1
75	1
76	1
77	1
78	1
79	1
80	1
Common Rm J	1
81	1
82	1
83	1
84	1
85	1
86	1
87	1
88	1
Common Rm K	1
89	1
90	1
91	1
92	1
93	1

Thorp

Room	Type 3 CATV Outlets
94	1
95	1
96	1
Common Rm L	1
97	1
98	1
99	1
100	1
101	1
102	1
103	1
104	1
Common Rm M	1
105	1
106	1
107	1
108	1
109	1
110	1
111	1
112	1
Common Rm N	1
113	1
114	1
115	1
116	1
117	1
118	1
119	1
120	1
Common Rm O	1
121	1
122	1
123	1
124	1
125	1
126	1
127	1
128	1
Common Rm P	1
129	1
130	1
131	1
132	1
133	1
134	1
135	1
136	1
Common Rm Q	1
137	1
138	1
139	1

Thorp

Room	Type 3 CATV Outlets
140	1
141	1
142	1
143	1
144	1
Common Rm R	1
Lounge	3
Laundry	
Lobby	1
RA's Apartmnt	2
Key Desk	1
Total	169
Students	144
RA's	1
Total CATV outlets	169
"Front Doors"	21

Room	Type 3 CATV Outlets
1	1
2	1
3	1
4	1
5	1
6	1
7	1
8	1
9	1
10	1
Common Rm A	1
11	1
12	1
13	1
14	1
15	1
16	1
17	1
18	1
19	1
20	1
Common Rm B	1
21	1
22	1
23	1
24	1
25	1
26	1
27	1
28	1
29	1
30	1
Common Rm C	1
31	1
32	1
33	1
34	1
35	1
36	1
37	1
38	1
39	1
40	1
Common Rm D	1
41	1
42	1
43	1
44	1
45	1
46	1
47	1
48	1
49	1
50	1
Common Rm E	1
51	1
52	1
53	1
54	1
55	1
56	1
57	1
58	1
59	1
60	1

Room	Type 3 CATV Outlets
Common Rm F	1
61	1
62	1
63	1
64	1
65	1
66	1
67	1
68	1
69	1
70	1
Common Rm G	1
71	1
72	1
73	1
74	1
75	1
76	1
77	1
78	1
79	1
80	1
Common Rm H	1
81	1
82	1
83	1
84	1
85	1
86	1
87	1
88	1
89	1
90	1
Common Rm I	1
91	1
92	1
93	1
94	1
95	1
96	1
97	1
98	1
99	1
100	1
Common Rm J	1
101	1
102	1
103	1
104	1
105	1
106	1
107	1
108	1
109	1
110	1
Common Rm K	1
111	1
112	1
113	1
114	1
115	1
116	1
117	1
118	1
119	1

Room	Type 3 CATV Outlets
120	1
Common Rm L	1
121	1
122	1
123	1
124	1
125	1
126	1
127	1
128	1
129	1
130	1
Common Rm M	1
131	1
132	1
133	1
134	1
135	1
136	1
137	1
138	1
139	1
140	1
Common Rm N	1
141	1
142	1
143	1
144	1
145	1
146	1
147	1
148	1
149	1
150	1
Common Rm P	1
151	1
152	1
153	1
154	1
155	1
156	1
157	1
158	1
159	1
160	1
Common Rm Q	1
161	1
162	1
163	1
164	1
165	1
166	1
167	1
168	1
169	1
170	1
Common Rm R	1
171	1
172	1
173	1
174	1
175	1
176	1
177	1
178	1

Room	Type 3 CATV Outlets
179	1
180	1
Common Rm S	1
Lounge	3
Laundry	
Lobby	1
RA's Apartmnt	2
Total	204
Students	180
RA's	1
Total CATV outlets	204
"Front Doors"	21



Building	Room No.	Type 3 CATV Outlets
Building A	4-1	1
	4-2	1
	4-3	1
	4-4	1
	4-5	1
	4-6	1
	4-CL	1
Total Building A		7
Building B	3-1	1
	3-2	1
	3-3	1
	3-4	1
	3-5	1
	3-6	1
	3-CL	1
Total Building B		7
Building C	2-1	1
	2-2	1
	2-3	1
	2-4	1
	2-5	1
	2-6	1
	2-CL	1
Total Building C		7
Building D	1-1	1
	1-2	1
	1-3	1
	1-4	1
	1-5	1
	1-6	1
	1-CL	1
Total Building D		7
Building E	5-1	1
	5-2	1
	5-3	1
	5-4	1
	5-5	1
	5-6	1
	5-CL	1
Total Building E		7
Building F	6-1	1
	6-2	1
	6-3	1
	6-4	1
	6-5	1
	6-6	1
	6-CL	1
Total Building F		7
Building G	7-1	1
	7-2	1
	7-3	1
	7-4	1
	7-5	1
	7-6	1
	7-CL	1
Total Building G		7
Building H	4-7	1
	4-8	1
	4-9	1
	4-10	1
	4-11	1
	4-12	1

	4-CU	1
Total Building H		7
Building I	3-7	1
	3-8	1
	3-9	1
	3-10	1
	3-11	1
	3-12	1
	3-CU	1
Total Building I		7
Building J	2-7	1
	2-8	1
	2-9	1
	2-10	1
	2-11	1
	2-12	1
	2-CU	1
Total Building J		7
Building K	1-7	1
	1-8	1
	1-9	1
	1-10	1
	1-11	1
	1-12	1
	1-CU	1
Total Building K		7
Building L	5-7	1
	5-8	1
	5-9	1
	5-10	1
	5-11	1
	5-12	1
	5-CU	1
Total Building L		7
Building M	6-7	1
	6-8	1
	6-9	1
	6-10	1
	6-11	1
	6-12	1
	6-CU	1
Total Building M		7
Building N	7-7	1
	7-8	1
	7-9	1
	7-10	1
	7-11	1
	7-12	1
	7-CU	1
Total Building N		7
Recreation	Study Lounge	1
	Vending	
	Rec Lounge	2
Total Rec Building		3
RA's Apartment	Living Room	1
	Bedroom	1
	Office	1
Total Apt Building		3

Willard

Willard Total		104
Students		140
RA's		1
Total CATV outlets		104
*Front Doors*		16

